

**TRABUCO CANYON WATER DISTRICT
EXECUTIVE COMMITTEE MEETING
NOVEMBER 2, 2009**

DIRECTORS PRESENT

Mike Safranski, Committee Chair
Matt Disston, Committee Member

STAFF PRESENT

Don Chadd, General Manager
Hector Ruiz, District Engineer
Sharon E. Smith, Secretary/Treasurer
Teresa Teichman, Assistant to the General Manager

PUBLIC PRESENT

No members of the public were present.

CALL MEETING TO ORDER

Committee Chair Safranski called the November 2, 2009 Executive Committee Meeting to order at 7:05 a.m.

VISITOR PARTICIPATION

Public comments were announced. No comments were received.

ORAL COMMUNICATION

Oral communication was announced. No comments were received.

COMMITTEE MEMBER COMMENTS

Committee Chair Safranski provided an update from the October 29, 2009 Independent Special District of Orange County quarterly meeting wherein a special election took place relating to an annual dues increase of \$200.00 per agency. The increase was put in place.

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REPORT FROM THE GENERAL MANAGER

No report was provided.

BOARD AGENDA MATTERS

ITEM NO. 1) EXECUTIVE COMMITTEE MEETING REAP

The October 5, 2009 Executive Committee Meeting Recap was presented to the Committee.

Executive Committee Recommended Action: Receive and file the October 5, 2009 Executive Committee Recap. (Consent Calendar)

ITEM NO. 2) DISCUSSION RELATING TO PENDING/FUTURE BOARD AGENDA TOPICS

Mr. Don Chadd, General Manager, distributed a spreadsheet relating to Board topics for the months of November 2009 through January 2010. The Committee and staff discussed the topics.

Well Upgrades - Award Bid

Mr. Chadd noted that the construction bids are due on November 18, 2009. The range of the bids will be discussed at the November 18, 2009 Regular Board Meeting with the construction award occurring at a Special Board Meeting which will most likely be scheduled for November 20 or November 23, 2009.

LEGISLATIVE MATTERS

ITEM NO. 3) REVIEW OF LEGISLATIVE INFORMATIONAL ITEMS

Mr. Chadd provided information relating to the Municipal Water District of Orange County governance study.

DISCUSSION MATTERS

ITEM NO. 4) DISCUSSION RELATING TO CALIFORNIA DROUGHT AND WATER CONSERVATION EFFORTS

Mr. Chadd provided a brief status report relating to this matter.

ITEM NO. 5) REVIEW STATUS OF EXISTING CONTRACTS FOR PROFESSIONAL SERVICES

Uniform Contract

Mr. Chadd noted that new uniforms have been received from the current vendor, Cintas Corporation.

Computer Hardware and Software System

The system will be installed during the week of November 16, 2009. Purchase and service order modules will be included. The format of the utility billing is being changed somewhat for ease of understanding by customers.

Call Service

Discussion took place relating to an automated call service to customers concerning locking off water service based on late payment.

Mapping Service

Upon query from the Committee, staff reported that iWater is locating all meters in the core of the canyon to assist meter readers in reading in that area.

OTHER MATTERS

ITEM NO. 6) REPORT OR COMMENTS FROM THE GENERAL MANAGER AND/OR STAFF

In-ground Infrastructure Report

The Committee requested and discussed with staff a report that would be provided to the Board on an annual basis concerning the condition of in-ground infrastructure.

Robinson Ranch Reclaimed Waterline Repair

The Committee requested and received a status relating to the valve repair on the reclaimed waterline. Doty Brothers affected the repairs, and the contractor, CCL Construction, has agreed to reimburse the District for all charges involved with the repair.

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Joplin Boys Ranch/Los Pinos Conservation Camp Contract

Mr. Chadd noted that as of November 1, 2009 the District is no longer responsible for this contract. The District will so advise the San Diego Regional Water Quality District.

Oaks at Trabuco Wastewater Package Treatment Plant

The Committee requested and received a status update on this project. Three residences have been constructed, and the District is continuing to operate the plant on an interim basis. Once sufficient flow exists, the plant will be dedicated to the District.

Toro Plaza

Upon query, staff stated that the developer has had no further contact with the District.

ADJOURNMENT

Committee Chair Safranski adjourned the November 2, 2009 Executive Committee Meeting at 8:10 a.m.